



To: Ms. Bonita Prewitt
Gender Equity Compliance Officer/Title IX Coordinator
Division of Human Resources
Office of Compliance, Equal Opportunity & Affirmative Action
Kent State University

From: Jeannie Reifsnyder
Senior Associate Vice President for Finance & Administration

Date: March 9, 2016

Subject: EOAA Investigation
Lyndsey Maurer vs. Colin Miller

With the completion of the appeal process for the above noted investigation, I am providing documentation regarding the actions taken or planned as a result of the recommendations received. After the receipt of the investigation summary report in late December, I began the process of identifying space outside of the Memorial Athletic and Convocation Center (MACC) for Colin Miller and his staff. It was determined that a large office space in the Schwartz Center would be converted into a smaller office and two cubicle spaces to accommodate Colin, another staff member reporting to Colin, and a graduate assistant that reports to Colin. After the completion of the construction but prior to the move, it was determined that one member of the business office should remain in the MACC. On February 19, 2016, Colin and the graduate assistant moved from the MACC to the new Schwartz Center office space. In addition, after receiving the investigation report, I questioned the need for a master key in the MACC as I was not aware that Colin had this access. I was told that the master access was given due to the fact that Colin's office in the MACC was not separately keyed. I received an e-mail on Jan. 27, 2016 from Mykal Imbrock, Interim Assistant Athletic Director for Facilities and Operations, stating that Colin had returned his master key.

No further action was taken pending the finalization of the appeal requested by Colin Miller. Now that the appeal has been completed, additional actions will be implemented. I accept the recommendations presented by the Office of Compliance, Equal Opportunity and Affirmative Action. I will work with Karen Watson in employee relations to create a last chance agreement and to create a referral to Impact Solutions for counseling. I anticipate that this action will be completed by March 23, 2016. I also accept the recommendation for a 10-day unpaid suspension for Colin. Due to the small size of the Athletic business office, the timing of the suspension will need to be planned to allow adequate support for the budget preparation and year end reconciliation but will occur prior to the end of the fiscal year (June 30, 2016).

Please contact me should you require any additional information regarding this matter.